

Office of Security

Trends and Highlights

June 1975

ADMINISTRATIVE - INTERNAL USE ONLY

POLICY AND PLANS GROUP

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1. The Freedom of Information Act requirement continued to grow. During the month of June 669 requests were received and 667 cases were closed. On 30 June there were 372 cases pending. The appeal aspect of FOIA also continues to grow and two professionals from the FOIA Branch have been assigned full-time to handling FOIA appeal cases.

2. The Annual Records Volume Inventory was conducted during June 1975. The growth pattern was consistent with past per annum increases. There was, however, a pronounced increase in Magnetic Records (0 to 118 tapes) and Microform Records (22 feet increase) reflecting the use of video tape training aids and the fact that the Office has accelerated its microfiche program.

3. In reference to the implementation of those sections of the Privacy Act from which the Agency is not exempt, a study was performed by PPG for the DD/A identifying each record system used by the Office of Security with a corollary report on how each system is protected and used.

4. The MBO objectives on the DCI and DDA level for FY 1976 were forwarded to the DDA for his approval.